

2013 EMPLOYMENT AND OPPORTUNITY GUIDE FOR MINNEAPOLIS YOUTH



HOW TO LOOK FOR A JOB

Network:

Ask friends, classmates, church members, relatives and teachers if they know of job openings or if they have suggestions of places to look.

Tell those you know that you are looking for a job and describe your strengths and skills.

Give those you know your contact information in case something comes up. Thank them for their help.

Resume:

Put together a simple resume.

Even if you have no work experience, you can still give the employer an idea of who you are and what your strengths are.

Find resume writing tips for teens at the library or online (www.iseek.org/).

Job Search:

Keep your eyes open for “help wanted” signs.

Check local newspapers’ “help wanted” ads.

Visit employer and employment websites.

Contact Employers:

Call or visit employers. Ask to talk to the manager.

Introduce yourself and tell the manager that you are looking for a job. Describe a couple of your skills.

Ask if you can fill out an application. If there are no openings, ask if you can fill out an application for future openings.

Thank the manager by name.

JOBS AND INTERNSHIPS

Cookie Cart: Provides ages, 15-18, with lasting & meaningful work, life, & leadership skills through experience & training in an urban nonprofit bakery. Come to Cookie Cart to learn more. 1119 West Broadway Ave., Minneapolis, www.cookiecart.org

Printing Industry Midwest: Summer internships for youth, ages 16-21. Apply by 5/1/13. <http://www.pimn.org>

Conservation Corps: Conservation jobs programs for youth, ages 15-18. www.conservationcorps.org

Teen Teamworks: Summer jobs for Mpls. youth, ages 14-24. Call (612) 313-7744 by 5/24/13. <http://tinyurl.com/d47oyk2>

Science Museum of MN: Find internships at www.smm.org/jobs/youth/.

Abakadoodle Art Education: Assist @ kids art camps in the suburbs. Must be 16+ & have transportation. Apply by 4/15/13 @ Gluer@abakadoodle.com.

Inner-City Tennis: Seeking coaches, ages 16+, to teach basic tennis skills to ages, 3+. Apply by end of April at 612-824-6099 or dilcia.pederson@innercitytennis.org.

The Walker Art Center: Find Teen Arts Council positions and internships at: <http://teens.walkerart.org/>.

Minneapolis Institute of Arts Art Team: High school students: Apply under "Job Opportunities" at www.artsmia.org or email kwildfong@artsmia.org.

JOB SEARCH HELP

MINNEAPOLIS TEEN JOB FAIR
SATURDAY, MARCH 23, 2013
12:00 P.M. – 3:00 P.M.
MINNEAPOLIS CENTRAL
LIBRARY
300 NICOLLET MALL
MINNEAPOLIS

The Zone: Search for jobs online, get career counseling, create a resume and attend job search workshops.

- Minneapolis South Workforce Center, 777 E. Lake St., (612) 520-3500, Wednesdays and Thursdays
- Minneapolis North Workforce Center, 1200 Plymouth Ave. N., (612) 520-3500, Mondays, Tuesdays and alternate Fridays.

Websites for teen job seekers:

The Zone: <http://tinyurl.com/y89ezpx>

iseekjobs: <http://tinyurl.com/yedvvsI>

Project C3: www.c3online.org

Hennepin County Library: Find employment resources @ your local library or visit <http://tinyurl.com/7psbr5r>.

Minneapolis Year-Round Youth Programs: Get help to stay in school and receive work readiness and employment services. <http://tinyurl.com/7e648ha>

Rock Your Block: A safe website that helps teens find jobs in their local communities. <http://blog.rockyourblock.com/>

*** Staying busy in the summer by taking classes and volunteering will increase your future employability. Explore more opportunities on the back of this flyer.**

CAMPS AND CLASSES

MN Office of Higher Ed. Summer academic programs for grades 7-11. Scholarships available. <http://tinyurl.com/3bhtwmng>

Scrubs Camp: Learn about health careers on campus at Augsburg, Winona State or St. Paul College. <http://tinyurl.com/7bboabo>

Camp Bovey: Counselor in Training Program for 15-18 year olds. (612) 787-4030. www.esns.org/CampBovey

Minneapolis Star Tribune Camp Guide: <http://tinyurl.com/a9lmc4p>

Kids Camps.com: Camps for every age and every interest. <http://kidscamps.com>

Go City Kids/Parent Connect: Classes, camps and activities. www.gocitykids.com

YouthCARE: Youth programs and Camp Sunrise, a free over-night camp. Call (612) 338-1233 or visit www.youthcaremn.org.

Science Museum of Minnesota: Camps and classes. www.smm.org/classes

Minneapolis College of Art & Design: Camps and classes. <http://tinyurl.com/4a9wruo>

In the Heart of the Beast Theater: Workshops, camps, trips. (612) 721-2535 x31, www.hobt.org/education/

Guthrie Theater: Summer camp. www.guthrietheater.org/camps

Lundstrums Center for Performing Arts: Theater classes and camps. www.lundstrumcenter.org

MIGIZI: Media programs. www.migizi.org

Articulture: Art classes for all levels. (612) 729-5151, www.articulture.org

Three Rivers Park District: Classes & activities. www.threeriversparks.org

U of M: Learning experiences for K-12. www.k12.umn.edu

American Red Cross: Babysitter, lifeguard and other classes. <http://tinyurl.com/7oeqh3>

The Loft and Open Book: Writing and illustration classes for teens. www.loft.org/search/?q=youth

YMCA: Classes, programs and activities. www.ymcatwincities.org/home.html

YWCA: Classes, programs and activities. www.ywca-minneapolis.org

Asian Media Access: A+ Club for 6th – 12th graders. Improve your reading/writing & receive \$100 for publicizing your creative works. 4/1-6/12/13. www.amamedia.org/

VOLUNTEERING

Hennepin County Library: Volunteer opportunities that help build work experience. www.hclib.org/volunteer

Volunteer Match: Find your volunteer match. www.volunteermatch.org

Earth Day Cleanup: Saturday, April 20, 2013, 9:30am-noon. Find more information at www.minneapolisearthday.com.

OTHER ACTIVITIES

Minneapolis Public Schools Summer Strong: Find youth and academic support programs at www.mpls.k12.mn.us/ under the header Summer Strong.

Hennepin County Library: Free programs, materials and more. www.hclib.org

Minneapolis Park Youthline: Recreation and mentoring programs. <http://tinyurl.com/yebthag>

Youth Coordinating Board: Resources for youth. www.ycb.org

PAL (Police Athletic League): Sports, field trips and camps. (612) 673-3447 or (612) 673-3968, www.minneapolispal.org

Boys and Girls Club: Programs and activities. www.boysandgirls.org

Pillsbury United Communities: Youth programs. www.puc-mn.org

Hospitality House: Youth programs. (612) 522-4485, www.hhyd.org/new

Children's Theatre: Teen programs. <http://www.childrenstheatre.org/>

PCYC: All ages youth programs. (612) 643-2000. www.pcy-mpls.org

Hmong American Mutual Assistance Association: Youth programs. www.hamaa.org

Eastside Neighborhood Services: Academic and enrichment programs for all ages. (612) 787-4034. <http://www.esns.org/youth>

Neighborhood Involvement Program: Community engagement projects and mentoring for youth. www.neighborhoodinvolve.org/

Phyllis Wheatley Community Center: Enrichment activities for youth. <http://www.pwccenter.org/>

Urban Ventures: Support groups, mentoring and sports programs for youth. www.urbanventures.org/



Information compiled by
City of Minneapolis
Employment & Training Program.
Information subject to change.
Updated 3/12/13